

MINUTES OF THE BUILDINGS AND GROUNDS COMMITTEE
MEETING OF THE BOARD OF REGENTS OF THE
DEL MAR COLLEGE DISTRICT

December 12, 2006

The Buildings and Grounds Committee meeting of the Board of Regents of the Del Mar College District convened in the Isensee Board Room, Harvin Student Center, Del Mar College East Campus, Corpus Christi, Texas, at 6:13 p.m. on Tuesday, December 12, 2006, with the following present:

From the Committee:

Mr. Bill Martin, chair; Ms. Chris Adler, Mr. James B. Boggs, Dr. Haysam Dawod, Ms. Elva Estrada, Ms. Linda Garcia, Mr. Trey McCampbell, Mr. Bill Martin. Mr. Guy Watts was not present.

From the College:

Carlos A. Garcia, Ph.D., College President; Mr. Joe Alaniz, Vice President of Business and Finance; Mr. Jose Rivera, Vice President of Student Development; Ms. Claudia Jackson for Ms. Vickie Natale, Dean of Administrative Services; Mrs. Susie Kaspar, Executive Assistant to the President; and other faculty and staff.

From the Attorney's Office:

Mr. Augustin Rivera, Jr.

Others:

Mr. Bill Wilson and Mr. Dan Talley, WKMC Architects, Inc.

CALL TO ORDER/QUORUM CALL/MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE

Mr. Martin called the meeting to order, and with a quorum present, requested a moment of silence.

PUBLIC COMMENTS

None.

PENDING BUSINESS

Status Report on Pending Business

Mr. Martin reported that most of the items were in progress.

ITEMS OF BUSINESS:

1. Approval of Minutes: September 26, 2006, October 17, 2006 and November 14, 2006

Mr. McCampbell made a motion, seconded by Mrs. Adler, to approve the minutes of the referenced meetings. The motion passed. Regents Boggs, Estrada and Garcia abstained.

2. Discussion and possible action related to updating Project Teams.

Projects teams were updated as follows:

Project Team 1: Garcia Building and St. Clair Building – Dawod, Martin, McCampbell and Boggs

Project Team 2: Kinesiology Complex – Arriaga, Watts, Garcia, and Estrada

Project Team 3: Music Building – Arriaga, McCampbell, Watts and Boggs

Project Team 4: Coleman, Barth and Flato Buildings – Adler, Dawod, and Martin

Project Team 5: Other Building Renovations – Arriaga and Dawod

Project Team 6: Campus Site Work Projects – Boggs and Martin

Project Evaluation Committees – Dawod, McCampbell, Boggs and Martin

Project Architect Selection – Arriaga and Estrada

3. Discussion and possible action related to adding to Kinesiology project soils boring services.

Mr. Wilson requested authorization to contract with Rock Engineering, Inc. to provide additional geotechnical boring (to 80' deep), for a proposed fixed fee of \$2,300.00

Mr. McCampbell made a motion, seconded by Mrs. Adler, to authorize additional project soils boring services as requested. The motion passed unanimously.

4. Discussion and possible action related to partial retainage release on Health Sciences and **Emerging Technology Complex** project.

Mr. Wilson explained that approximately 75% of the punch-list work has been completed, and requested authorization for partial release of retainage on the project. The total contract retainage for the project is 5% of the total contract amount, or \$1,416,596.00. The architect has recommended partial release of retainage (35% of total retainage). The proposed partial release is \$495,809.00. He noted that if partial release is authorized, the remaining retainage amount (\$920,787.00) will be held until the project is 100% complete and all punch-list items are performed.

Dr. Dawod made a motion, seconded by Ms. Arriaga, to authorize partial retainage release on the Health Sciences and **Emerging Technology Complex** project as requested. The motion passed unanimously.

5. Discussion and possible action related to a Security Systems project schedule.

Mr. Wilson stated that no costs were associated with this request. The Board had authorized a contract for construction with Safeguard Systems, Inc.

Original Contract Amount:	\$684,000.00
Changes to Date:	<u>56,300.00</u>
Current Contract Amount:	\$740,300.00

Current Contract Completion Date: November 1, 2006

The work under the contract could not be begun or completed until certain other projects were constructed to specific levels of completion, thus causing delays. Mr. Wilson requested authorization to extend the contract time by 100 days. The contract completion date will be February 9, 2007, and no delays in occupancy will occur.

Mrs. Adler made a motion, seconded by Mr. McCampbell, to authorize extension of the contract time by 100 days. The motion passed unanimously.

6. Discussion and possible action related to the Exterior Signage project schedule.

Mr. Wilson explained that at the time of Board authorization, no contract time extension had been negotiated to accommodate the additional work. The previously authorized construction time was issued to accommodate delays in the execution of the contract.

Mr. Wilson requested authorization to extend the contract time as follows:

Original Scope – Proposed Contract Completion Date:	January 12, 2007
Added Scope of Work – Proposed Contract Completion Date:	January 31, 2007

Mrs. Adler made a motion, seconded by Mrs. Arriaga, to authorize extension of the contract time as requested. The motion passed unanimously.

7. Discussion and possible action related to the Richardson Performance Hall project schedule.

Mr. Wilson reported that the project is now substantially complete and ready for use by the College. He requested authorization of a time extension for an additional 41 calendar days for additional work previously authorized through change orders – primarily site work and equipment, no unexpected surprises. The extension would bring the required completion date to November 20, 2006.

Mr. Wilson responded to Board questions. He confirmed that the building was on budget. He noted that the largest change in the project was made before the contract was

let, which was to build the extension on the front of the building. It was not part of the bond project. He stated that the details of the work were scoped based upon safety issues as the top priority. After that, the College opted to extend the lobby. He confirmed that it is a misstatement or misunderstanding to say the College exceeded budget on the building. Additional improvements were funded from the contingency and inflation fund.

Mr. Wilson explained that OSHA is not a building code; it governs workplace safety, but does not regulate buildings per se. He further stated that ADA requirements, including submission of plans (required for projects over \$50,000), have been met and the final inspection will occur in the next few weeks. He then responded to questions by the Board.

Mr. Martin discussed a white paper entitled “Higher Education Risk Categories and Definitions for Community College,” which he had received at the recent ACCT Congress. He asked the staff to forward copies of the document to the Audit Committee.

Mr. McCampbell made a motion, seconded by Dr. Dawod, to authorize a time extension of the project for an additional 41 calendar days as requested. The motion passed unanimously.

8. Discussion and possible action related to the Public Safety project schedule.

Mr. Wilson requested authorization for an extension of 56 calendar days construction time, with an agreed completion date of October 27, 2006. No cost change is proposed. He stated that most of the days are for weather related delays early in the project. Additional days have been requested by the contractor and are currently under review.

Mr. Wilson reported that the St. Clair Building and adjacent site design are on hold at the request of the College. Long-term options for building will be brought forward for consideration by the College in late January 2007.

He further noted that the Garcia Building and adjacent site design are nearing completion. The architect’s cost estimates are within the authorized budget, and updated cost estimates are expected shortly. He stated the project is expected to be issued for bidding prior to Christmas. Construction is scheduled to begin in February 2007

In response to Board questions, Mr. Wilson stated that Building A, the classroom building, will be ready for classes in the spring semester, although the site work may not be completed.

Mr. Martin emphasized the need for dialogue between the contractors and College officials to avoid disruption of classes.

Mr. Wilson clarified that there will be further discussions about the final date, and a change order will be presented to the Board to identify the agreed date.

Mr. McCampbell made a motion, seconded by Mr. Boggs, to approve the extension of 56 days as requested. A roll-call vote was taken, and the motion passed unanimously.

9. Discussion and possible action related to report on current projects in design, including the Garcia Building, Kinesiology Complex, Coleman Center and Flato Building.

Mr. Wilson stated to date, the College has completed over \$50 million and another \$20 million is underway in building, roadway and site work that has not been completely designed, bid, and executed to contract. More than half is anticipated to be under construction by the end of February 2007.

He explained that construction costs have been particularly volatile in the past three-to-four years.

Mr. Wilson reviewed the status of the projects:

The St. Clair Building and adjacent site design is currently on hold at the request of the College. Long-term options for building will be brought forward for consideration by the College in late January 2007. In response to questions by the Board, Mr. Wilson confirmed that funds allocated to the St. Clair project will remain untouched until a decision is made about proceeding.

The Garcia Building and adjacent site design is nearing completion. The architect's cost estimates are currently within the authorized budget, and updated cost estimates are expected shortly. This project is expected to be issued for bidding prior to Christmas, and construction is scheduled to begin in February 2007.

The Kinesiology Project design is nearing completion but over budget by approximately \$100,000.00. The project architect brought forward a series of proposals and reduced the projected cost overage to within the authorized budget. The project is scheduled to be issued for bidding prior to the holidays, with construction to begin in February 2007.

The Coleman/Flato Project design was halted approximately six weeks ago. The architect's 35-50% construction cost estimate indicated the project was \$600,000.00 over the authorized estimate.

No action was taken on this agenda item.

10. Discussion and possible action related to the Coleman Center and Flato Building Project (West Buildings “Project B”), including the current cost estimate and related scope and schedule modifications.

Bill Wilson stated concern that none of these projects are iron-clad science in that all could potentially bid 12-15% over the cost estimates. He expressed concern that if the combined projects of Garcia and Kinesiology bid and came in between 10-12% over budget, the College would have depleted the remaining \$1.7 million in inflation and contingency funds.

Mr. Wilson recommended the College proceed with the Coleman building improvements as currently scoped and with the increased budget, as follows:

Base Bid Scope & Landscape Lighting:	\$1,491,880.00
Bid Alternates:	<u>7,341.00</u>
Total Estimated Cost:	1,499,221.00
Currently Authorized Construction Budget:	\$1,404,034.00

He recommended that the majority of the Flato Building project be eliminated, with the exception of certain proposed capital maintenance items:

Base Bid: \$383,714.00
Re-Roof Building
Replace Air Handler #1-1st Floor
Replace Boiler @ 2nd Floor

Asked his opinion, Dr. Sloan stated the College can delay the Flato project but not the Coleman since classes are ongoing in the building.

Mr. Wilson noted that \$1.7 million remains in the bond contingency fund. He then responded to questions by the Board.

Dr. Dawod made a motion, seconded by Ms. Arriaga, to approve the improvements to the Coleman Building project as recommended, and the \$383,714 base bid for the Flato Building items, with the remaining amount earmarked for the Flato Building at a later date. The motion passed unanimously.

11. Architects' status report on Bond Improvements and the Building Program Plan.

Mr. Wilson noted that the \$19 million in bond funds is under construction, and the College will execute another \$12 million in contracts. He stated that the Public Safety project is the highest level of concern regarding occupancy.

Asked how the delay is affecting students, Dean Sloan responded that faculty are preparing for spring classes.

Mr. Wilson answered questions by the Board.

12. CALENDAR: Discussion and possible action related to calendaring dates.

Building and Grounds Committee Meeting — January 9, 2007 (10:00 or 11:00 a.m.)
Ad Hoc Committee (East Campus Needs) Meeting – January 23, 2007.

ADJOURNMENT

Mr. Martin adjourned the meeting at 7:30 p.m.